

# Oneida County Address Application

## Office use only

☐ Building Site  
☐ Existing Dwelling

Municipal Township \_\_\_\_\_

Driveway Permits Required? Yes No Permit# \_\_\_\_\_

## Contact Information

Applicants name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Landowners name (If different) \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

## Driveway Information

Pin # \_\_\_\_\_ Road name \_\_\_\_\_ Side of Road N S E W

Section \_\_\_\_\_ Town \_\_\_\_\_ Range \_\_\_\_\_ Forty or GL # \_\_\_\_\_

Subdivision name \_\_\_\_\_ Lot \_\_\_\_\_ Block \_\_\_\_\_

Address and distance, each way, from your driveway to nearest neighbors driveway or distance to nearest intersection, whichever is closest.

Neighbor 1 address \_\_\_\_\_ Distance \_\_\_\_\_ Direction \_\_\_\_\_

Neighbor 2 address \_\_\_\_\_ Distance \_\_\_\_\_ Direction \_\_\_\_\_

Nearest intersection 1 \_\_\_\_\_ Distance \_\_\_\_\_ Direction \_\_\_\_\_

Nearest intersection 2 \_\_\_\_\_ Distance \_\_\_\_\_ Direction \_\_\_\_\_

## Building Information (If different from driveway)

Building Type \_\_\_\_\_ Pin # \_\_\_\_\_

Section \_\_\_\_\_ Town \_\_\_\_\_ Range \_\_\_\_\_ Forty or GL # \_\_\_\_\_

Subdivision name \_\_\_\_\_ Lot \_\_\_\_\_ Block \_\_\_\_\_

## Sketch



If any of the information contained on this form is found to be incorrect you may be required to change your address.  
The information presented above is accurate to the best of my knowledge.

Name, Printed \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

## Office Use Only

Received by \_\_\_\_\_ Date \_\_\_\_\_

Address Assigned \_\_\_\_\_ By \_\_\_\_\_ Date \_\_\_\_\_

Field Verified by \_\_\_\_\_ Date \_\_\_\_\_ Address Compliant? Yes No

## Instructions

### Contact Information

1. *Applicants* – Give your name and present phone and address information.
2. *Land Owners* – Give the owners name, phone, and address information if it differs from the applicants info.

### Driveway Information (most of the following information can be obtained from your tax bill)

1. *Pin#* - Give the parcel identification number for the parcel of land containing the intersection of the driveway and the road.
2. *Road name, Side of road* – Give the Road name and circle the side of the road that the driveway is on.
3. *Section, Town, Range, Forty or GL#* – Give the section, town, and range and forty or GL#(NWSE, GL3, etc...) that the driveway/road intersection is located.
4. *Subdivision Plat Name, Lot, Block* – Specify the lot, block, and subdivision name of the driveway parcel if applicable.
5. *Neighbors and intersections* – Give the address, distance, and direction to the nearest neighbors driveway (on either side of the road) or nearest intersection (whichever is applicable), measured along the road, both directions.

### Building Information

1. *Building type* – Give the addressed building type (house, commercial building, etc...).
2. For the rest of the fields use instructions 1 through 5 from the driveway information section above. It is only necessary to fill out the fields that differ from the information for the driveway.

**Sketch** – Please draw a sketch of your property as accurately as possible. This sketch should show the following items.

1. Features (existing roads and buildings) including the distance between your primary structure and the driveway/road intersection point.
2. Driveway information (The driveway and driveway/road intersections for you and your nearest neighbors/road intersection including the distance from them to your driveway to the nearest 10')
3. Miscellaneous information (North arrow(required), labels, explanatory text, etc...)

Return to your Towns Address Contact person.

### Example Sketch

